



Old McDonald's Farm, Inc.

\*As a nonprofit agency and to better serve you the information on this form is necessary. The teacher/leader who will accompany students to the farm must complete this form. Thank you.

## Day Visit Program - Intake Form

Today's Date: \_\_\_\_\_

Package: (Please Check One)

Duck Day Visit Package (1hour) \_\_\_\_\_

Wellington Package (1.5 hours) \_\_\_\_\_

Morning Chores Package (2 hours) \_\_\_\_\_

J.P. Package (3 hours) \_\_\_\_\_

Please explain modifications (if any) that you and Stephanie planned together when you scheduled your class:

\_\_\_\_\_

Your Day Visit Date & Arrival Time: (Call 503/695-3316 1st) Both Date & Time Please: \_\_\_\_\_

School/Agency/Group Complete Name: \_\_\_\_\_

Contact Full Name: (Person who is attending with group) \_\_\_\_\_

Title: \_\_\_\_\_

School/Agency/or Your Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

School District: \_\_\_\_\_ Email Address: \_\_\_\_\_

Your Day Phone: \_\_\_\_\_ Your Emergency/Evening Phone: \_\_\_\_\_

Number of Students in Group: \_\_\_\_\_ (If your group is small, OMF may combine another small group with your group. We will keep in mind age and ability levels when combining groups.)

Number of "Adult Educators": \_\_\_\_\_ (Please pre-split groups into small groups ranging from five (5) to eight (8) students. Please, a group of three and a group of six kids is not equal. All groups should be equal in the numbers of children. Due to space constraints, the maximum number of adults per small group is two (2). One to two adult leaders are sufficient per small group. Kids younger than second grade and special needs students may require more adult educators, please discuss this with an OMF staff person prior to your visit.)

Students's Age Range: \_\_\_\_\_

Grade Levels: \_\_\_\_\_

Five different reading/ability level *Farm Activity Books* are available for further study after your visit. Please indicate the NUMBER needed of each book.

Non-Reader \_\_\_\_\_ Primary Elementary \_\_\_\_\_ Upper Elementary \_\_\_\_\_ Junior High \_\_\_\_\_ High School \_\_\_\_\_

**\*\* Please note: We have a wonderful, little Farm Store where antiques, collectibles, soaps, handmade decorations, artwork, quilts, et cetera are available for sale. The prices are great and all proceeds from your purchase helps us serve low-income children and feed our farm animals. You can help our non-profit, children's charity by letting your staff, parents, bus drivers and students know this opportunity is available to them. Thank you.**

**\*\*Please Turn Over \*\***

OMF Intake Form, Page 2

Please circle on the Structure Scale which number best describes your group:

Needs lots of Structure (1) (2) (3) (4) (5) Self-Directed Learners

Are there any participants with special needs? (Examples: physical disabilities, learning and/or language barriers, significant emotional/behavioral issues, et cetera.) \_\_\_\_\_

How many children in your group can be considered "at-risk"? (Examples: on free lunch program, low-income, single parent families, history of trauma, etc.) **NUMBER PLEASE:** \_\_\_\_\_

Previous Animal (Livestock/Pets) Experience: 1 Very Little 2 Some 3 Very Much

Previous Garden (Planting/Composting) Experience: 1 Very Little 2 Some 3 Very Much

Referred By/How Did You Hear About OMF: \_\_\_\_\_

- \* Please send this completed Intake Form and payment within 21 days of registering. We cannot guarantee your reservation date without the Intake Form and full payment. Thank you. Check \_\_\_\_\_
- \* Please pre-break children into equal, small groups of five to seven per each group with 1-2 Adult Educators before you arrive. Please, a group of four kids and then a group of seven kids is not equal. All groups should be the same numbers of children. Check \_\_\_\_\_
- \* Please have each child and adult wearing big, readable nametags. (Do not use sticky nametags or tape, they do not work in any weather. Please use 'pin on' or 'over the head' kind.) Use first names only. Please use different colors or animal shapes to differentiate between small groups. Check \_\_\_\_\_
- \* Do you have directions? Distribute directions to all drivers from our web site; we will likely not be available by phone the morning of your visit. We are out preparing for your visit. Check \_\_\_\_\_
- \* Are you bringing lunches to eat at the farm during the J.P. Package? If so, please bring simple and ready-made food items. We have garbage, recycling and composting available afterward. Check \_\_\_\_\_
- \* Please have your group dress appropriately. You may encounter rain, cold weather, mud and manure. Corbett is always cooler than in town--bring a jacket. Keep in mind the "hands-on" nature of our program. You will get dirty. Check \_\_\_\_\_
- \* No open-toed shoes allowed at all. Please have your group wear appropriate foot wear, OMF is a working farm. Check \_\_\_\_\_ Thank you!

**Mail the Day Visit Form and payment to OMF within 21 days. The Intake Form and payment must be received 10 (ten) days prior to your scheduled program date or call to make special arrangements.**

- 1. Send this completed Intake Form. This information is needed to better serve you.**
- 2. Send check made payable to Old McDonald's Farm, Inc. (OMF) for the entire amount. If you must cancel your scheduled Day Visit Program time, then we will be happy to try to reschedule with you. Keep in mind, available program dates fill quickly. Sorry, we are unable to send refunds.**
- 3. Please bring the Individual Student Permission Slip for each student the day of your trip. Due to insurance restrictions, students will not be allowed to participate without an OMF signed permission slip. Thank You!**